

PRE WORK for Administrator 400

- Required:
 - Please bring the following:
 - Completed **Decision Points** and **Strategic Planning** post-work from Administrator Leadership 300 session. Be prepared to discuss your planning process.
 - Self-Assessment /Decision Points documents include:
 - 300 DECISION POINTS- 1- long term vision
 - 300 DECISION POINTS- 2- content knowledge
 - 300 DECISION POINTS- 3- alignment
 - 300 DECISION POINTS- 4- data analysis
 - 300 DECISION POINTS- 5- PD
 - 300 DECISION POINTS- 6- Coaching
 - Strategic Improvement Planning documents include:
 - Revision of the plan submitted for 100 with the entire project detailed (goals, action steps, data etc) <optional/if needed>
 - 300 post work-Strategic Improvement Plan Worksheet (reflecting on the Strategic Improvement Project)
 - 1 copy of the **Adult Learning Plan** you are currently using in your program.
 - Review the attached articles:
 - **An Evidence-Based Adult Education Program Model Appropriate for Research** -John P. Comings and Lisa Soricone (Harvard Graduate School of Education); Maricel Santos (San Francisco State University)
http://www.ncsall.net/fileadmin/resources/research/op_comings4.pdf
 - Entering a Program (2nd Quadrant)- **pages 51-59**
 - Participating In a Program (3rd Quadrant)- **pages 61-107**
 - **Making It Worth The Stay: Findings from the New England Adult Learner Persistence Project**- Andy Nash and Silja Kallenbach (New England Literacy Resource Center)
<http://www.nelrc.org/persist/pdfs/Making%20it%20worth%20the%20stay.pdf>
- Optional:
 - Listen to the following podcasts (available streaming over the internet using the link or free through the Apple Store).
 - **TED Radio Hour: Success** <
<http://www.npr.org/2013/10/25/240777690/success>>

- TED speakers share ideas about what makes us successful.
- **This American Life: 3 miles** < <http://www.stitcher.com/podcast/this-american-life/e/550-three-miles-37307642>>
 - There's a program that brings together kids from two schools. One school is public and in the country's poorest congressional district. The other is private and costs \$43,000/year. They are three miles apart. The hope is that kids connect, but some of the public school kids just can't get over the divide. We hear what happens when you get to see the other side and it looks a lot better.
 - Interesting perspective of factors directly impacting student persistence.